

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM
3.23
(ID # 10982)

MEETING DATE:

Tuesday, October 1, 2019

FROM : EXECUTIVE OFFICE:

SUBJECT: EXECUTIVE OFFICE: Approve the Professional Services Agreement with Willdan Financial Services for consultant services for Development Impact Fee (DIF) Nexus Study 2020-2030 for one year with the option to renew for up to two additional one-year periods; All Districts. [Total cost \$354,240; up to \$35,424 in additional compensation- 100% Development Impact Fee Admin Fund]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Professional Services Agreement with Willdan Financial Services for Consultant Services for Development Impact Fee (DIF) Nexus Study 2020-2030 for one year in the amount of \$118,080 with the option to renew for up to two additional one-year periods for a total of \$354,240, and authorize the Chairman of the Board to sign the Agreement on behalf of the County; and
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, based on the availability of fiscal funding, and as approved by County Counsel to: (a) sign amendments that exercise the options of the agreement, including modifications of the statement of work, that stay within the intent of the Agreement; (b) sign amendments to the compensation provisions that do not exceed the sum total of ten percent (10%) of the total annual cost of the contract.

ACTION:Policy


Alex Gann 9/24/2019

MINUTES OF THE BOARD OF SUPERVISORS

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 118,080	\$ 118,080	\$ 389,664	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: 100% Development Impact Fee Admin Fund			Budget Adjustment: No	
			For Fiscal Year: 19/20-21/22	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

Government Code Section 31000 et. seq. authorizes the County to contract services with a contractor who is trained and experienced, and who is competent to perform the services required.

In order to assist in developing an analysis of the need for public facilities and capital improvements to support projected future development within Riverside County through 2030, the Riverside County Executive Office submitted a request to the Riverside County Purchasing department to solicit proposals for consultant services for a Development Impact Fee Nexus Study for 2020-2030.

The 2020-2030 DIF Nexus Study is an update of the development impact fees (DIF) calculated for and documented most recently in the County of Riverside Development Impact Fee Study Update, November 25, 2014 (2010-2020 DIF Study) prepared by Willdan Financial Services.

Contract History and Price Reasonableness

Riverside County Purchasing and Fleet Services Department released a Request for Proposal (RFP), EOARC-054, on July 23, 2019, on behalf of the Executive Office soliciting proposals for Consultant Services for the Development Impact Fee (DIF) Nexus Study for 2020-2030. The RFP was sent to thirty-one (31) potential bidders, was advertised on the Purchasing website, and closed on August 16, 2019. Two (2) bid responses were submitted in response to the RFP. Cost ranged from \$118,080 to \$270,710 annually. The proposals were reviewed by an evaluation team made up of personnel from the Executive Office, Riverside County Fire, Transportation and Land Management Agency, and Riverside County Parks. Each bid response was evaluated based on the criteria set forth in the RFP: overall response to the RFP requirements; bidder's experience and ability; overall cost to the County; references with demonstrated success with similar work to the Scope of Service; financial status; clarifications, exceptions or deviations, and; credentials, resumes, licenses or certifications.

Based on the overall summation of the proposals submitted, it is the recommendation of the evaluation team to select Willdan Financial Services as the awarded vendor.

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Impact on Residents and Businesses

Each geographical area of the county will benefit from the public infrastructure projects proposed within the DIF Capital Improvement Plan. The DIF Capital Improvement Plan consists of only those critical projects needed to offset the impacts of future development. The Nexus Study will ensure that new development will not be unfairly burdened with the cost of facilities associated with serving the existing population.

ATTACHMENTS:

ATTACHMENT A. Professional Services Agreement for Consultant Services for Development Impact Fee (DIF) Nexus Study for 2020-2030 between County of Riverside and Willdan Financial Services.


Teresa Summers, Director of Purchasing 9/25/2019


Frankie Z. Ezzat, Chief Deputy County Executive Officer 9/26/2019


Gregory F. Priamos, Director County Counsel 9/25/2019